



Guidelines for IQ Biology Conference/Travel Funds Application

Eligibility:

- 1) Only current IQ Biology students may apply.
- 2) The student **MUST** be one of the following:
 - a. Attending a conference outside their primary discipline;
 - b. Presenting research done outside of the primary discipline of the conference;
 - c. Attending an interdisciplinary conference; or
 - d. Visiting another PI's lab with the goal of interdisciplinary study.
- 3) A presentation* must be made (poster or talk accepted at conference, talk to lab/department at visiting institution).
- 4) Upon return a 250-500 word blog-post must be written for publication on the BioFrontiers Website.
- 5) The application must be submitted to Amber.McDonnell@colorado.edu at least 6 weeks prior to date of travel. Additionally, applicants must allow one month for applications to be reviewed and for funding decisions to be made. Not all applications will necessarily be accepted.

Award Description:

- 1) Funds can be distributed in any year, but students may receive funds only once during their graduate studies.
- 2) Funds can be used to cover the cost of travel, food, materials, or registration fees.
- 3) Travel expenses, food, and non-alcoholic beverages will be reimbursed up to \$1000. Receipts must be submitted along with a form for reimbursement.

* In some instances, the presentation requirement may be waived. Please see the application or contact IQ Biology staff for details.

IQ Biology Travel Award Application

<i>Name:</i>	
<i>Phone:</i>	<i>Email:</i>
<i>Department (if applicable):</i>	
<i>Advisor Name and Department:</i> <small>(Note: first year students should submit the name of an IQ Biology academic advising committee member. All other students should submit the name of his or her research advisor.)</small>	
<i>I am applying for travel funds to (please check all that apply):</i>	
<input type="checkbox"/> attend a conference <input type="checkbox"/> visit a lab/department	
<i>Proposed dates of travel:</i>	
<i>Briefly provide the name and location of the conference or lab you will be visiting:</i>	
<i>Briefly describe the interdisciplinary nature of this experience:</i>	

What is the goal of your visit? What are the educational and research benefits associated with it? (100 words or less).

Please describe your presentation[†]

Title:

Keywords:

Coauthors:

Presentation format:

Abstract (250 words or less):

Please estimate the budget for your trip.

Budget Item	Cost	Notes
Ground Transportation	\$	includes public transportation, taxis, rental car, gasoline, etc.
Air travel	\$	
Lodging	\$	
Food	\$	includes non-alcoholic beverages
Conference Fees	\$	
Supplies	\$	e.g. printing of conference poster
Other	\$	Please list:
Estimated Total	\$	

By signing below, you agree submit a reimbursement form, all receipts, and a blog post within 30 days of your return.

Applicant Signature: _____ Date: _____

Advisor signature: _____ Date: _____

Advisor Comments (optional):

[†] Please note that funding is contingent on your abstract being accepted. With adequate explanation, the requirement to present may be waived and students may travel for educational purposes. Please use this space to detail the education agenda for this trip (i.e. talks to attend, topics to be discussed, researchers to meet, etc.).